

**THE US AIR FORCE MISHAP PREVENTION PROGRAM**

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AFI 91-202, 1 October 1995, is supplemented as follows.

**SUMMARY OF CHANGES**

This supplement is necessary to align the existing ANG supplement with the new AFI 91-202 and to execute program elements of the AF Instruction 91-202. It replaces AFI 91-202/ANG Supplement 1, 30 November 1995.

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**Chapter 1**

1.1. **(Change to Read) (ANG).** The Mishap Prevention Process. This instruction defines the Air National Guard Mishap Prevention program. The Director of Safety (ANG/SE) has established the ANG safety program emphasizing minimum paperwork. Direction of mishap prevention programs within the Air National Guard will be facilitated by the ANG/SE. For the purposes of this instruction, Host/Tenant refers to any safety related supportive relationship between a unit and its supporting safety office. This includes subordinate units, geographically separated units (GSUs), and tenant units. When appropriate, memorandums of agreement may be developed to define Host/Tenant safety program responsibilities and relationships.

\* 1.1.2. **(Added) (ANG).** Unit safety staffs will assist commanders in implementation of their operational risk management programs.

\* 1.5.1. **(Add to Last Sentence) (ANG).** ... and AFI 91-301.

\* 1.8.8. **(Added) (ANG).** For the purpose of this instruction, the NGB is the major command (MAJCOM) for managing the Air National Guard Safety Program.

\* 1.8.13. **(Added Bullet 5) (ANG).** Appoint an Additional Duty Safety Representative (ADSR) in accordance with (IAW) chapter 2.

\* 1.8.14. **Bullet 9 (Change Last Sentence to Read) (ANG).** Inform the appropriate worker compensation agency if a civilian employee is injured.

\* 1.8.15. **(Change Bullet 5 to Read) (ANG).** Notify their supervisor about any injury or impaired health that occurs off duty that may impair job performance.

**Chapter 2**

\* 2.1. **(Change Sentence 4 to Read) (ANG).** In units without an authorized safety position, the commander must appoint an ADSR to perform safety functions.

\* 2.1. **(Added Last Sentence) (ANG).** The host or supporting safety office will provide guidance and assistance IAW chapter 8.

\* 2.1.1. **(Change to Read) (ANG).** Chief of Safety (CoS). The chief of safety must be a rated officer, qualified and current in a unit-assigned aircraft.

\* 2.1.2. **(Change to Read) (ANG).** In ANG units, full-time FSOs are not assigned at the wing or squadron level. Normally, the CoS is a full-time technician or an active guard reserve(AGR). In some cases, a traditional guardsman is assigned as the CoS and an air technician or an AGR “safety officer” performs CoS duties on a full-time basis. The designated CoS is responsible for managing the Flight Safety Program. References to FSO in this instruction apply to the CoS. Concerning training requirements, a full-time CoS air technician or an AGR should attend the AMIC (WCIP05A), Program Management Course (WCIP05K), and the CoS course (WCIP05B). Alternately, if unable to complete the aforementioned training program, the CoS should consider attending the FSO course (WCIP05C) and the Program Management Course (WCIP05K). As a minimum, the CoS needs to attend the CoS course and the designated full-time safety officer will meet the training requirements for a full-time CoS. ANG squadron commanders are strongly encouraged to appoint additional-duty FSOs to support squadron level flying safety activities. Additional-duty FSOs should attend the FSO course, or attend both the AMIC and ANG Program Management Courses.

2.1.3. **(Change to Read) (ANG).** Assigned individuals should complete the Ground Safety Management Course (WCIP05D) and the Advanced Occupational Safety Course before working as ground safety managers (GSMs). When weapons safety personnel are not available, the GSM will perform the weapons safety function.

\* 2.1.4. **(Change to Read) (ANG).** Weapons Safety Personnel: All weapons personnel must attend the ANG Explosive Safety Orientation (ESO) and Explosive Safety Advanced (ESA) courses - (include course designators) or the Air Education and Training Command (AETC) equivalent. A GSM who performs the weapons safety function must attend both the ESO and ESA courses.

\* 2.1.7. **(Change Last Sentence to Read) (ANG).** Once appointed, individuals must complete the Flight Safety NCO (AETC) G3AZR15071004 and Jet Engine Mishap Investigation Courses (AETC) J3AZR45470A001. The FSNCO position does not currently exist in the ANG. However, ground safety NCOs are encouraged to attend.

\* 2.1.9. **(Added New Paragraph) (ANG).** Additional Duty Safety Representative (ADSR).

- ADSRs will be appointed for ANG Geographically Separated Units (GSUs) without an authorized safety position (1S0X1). This individual must attend the ANG Ground Safety Orientation Course (GSO). Additional safety program support from the supporting GSM should be established with a letter of agreement.
- ANG GSUs having an authorized 1S0X1 position filled by a traditional Guardsman should appoint an ADSR who is a full-time employee. This individual should attend the ANG GSO Course or be trained by the supporting GSM. Additional safety program support from the supporting GSM should also be established by a letter of agreement.
- Tenants and all other units below wing level will appoint ADSRs at the discretion of the supporting GSM. These individuals are encouraged to attend the GSO Course when possible. If GSO Course attendance is not feasible, ADSR training will be provided by the supporting GSM.

\* 2.3. **(Change Bullet 2 to Read) (ANG).** Assigns the safety staff no administrative tasks, details, and/or augmentation duties not directly associated with safety.

2.3. **(Added Bullet 5) (ANG).** Ensure the safety staff is fully funded to perform its mission.

\* 2.4.1. **(Change to Read) (ANG).** The safety staff must have a dedicated vehicle. A two-way radio-equipped vehicle is required. Minimum radio equipment is that which permits vehicular movement on ramps, taxiways, and runways, permits monitoring of ATC frequencies during aircraft emergencies.

2.4.2. **(Change to Read) (ANG).** ANG safety offices are authorized to utilize any current table of allowances to order equipment in support of mission requirements. The following are examples:

2.4.3. **(Change to Read) (ANG).** Mishap investigation kits are optional for ANG units.

2.6. **(Change to Read) (ANG).** As a minimum, the safety office reference library should maintain the following publications:

- Applicable AFI, AFPAM and ANG supplements to AF 91-series.
- Applicable AFOSH standards.
- Applicable Codes of Federal Regulation.
- Applicable DOD standards.

These may be in printed form, electronic form or accessible via LAN or modem.

2.6.2. **(Deleted) (ANG).** Not applicable to ANG.

\* 2.7. **(Added) (ANG).** This allows for more proactive involvement at all functional levels in mishap prevention and hazard identification.

### Chapter 3

3.1. **(Change Bullet 2 to Read) (ANG).** The unit Chief of Safety will designate high-interest areas and the frequency by which these areas receive periodic inspection via spot inspections.

\* 3.1.1. **(Change to Read) (ANG).** Administrative areas. ADSRs may conduct these inspections when the safety staff determines the mishap potential is minimal. The safety staff develops specific procedures for performing these inspections.

\* 3.1.3.2. **(Change to Read) (ANG).** All GSUs will receive an annual safety inspection.

\* 3.1.4.2. **(Change Sentence 1 to Read) (ANG).** Inspectors should make themselves available for consultation with workplace personnel and/or their union representative.

\* 3.1.4.4. **(Change Sentence 1 to Read) (ANG).** Report annual inspections in writing using NGB Form 200(R) or equivalent.

\* 3.1.4.4. **(Added at End of Bullet 4) (ANG).** ...will be documented when applicable.

\* 3.1.4.4. **(Added at End of Bullet 5) (ANG).** ...if warranted.

\* 3.1.4.6. **(Added New Paragraph) (ANG).** Documentation of Spot Inspections. Minimum documentation of spot inspections will show the date area inspected, inspector, and findings, if any.

\* 3.1.5. **(Added New Paragraph and Bullets) (ANG).** Inspector Qualifications. 1S0X1 personnel must have the following to inspect/identify hazards in the workplace:

- completion of the mandatory 3-level 1S0X1 course.
- 3-level task certification.

3.2. **(Change to Read) (ANG).** Safety program management of each organization at wing/base/installation level and higher must be evaluated periodically by qualified safety personnel. Gaining command inspections will evaluate the ANG Safety Program IAW current ANG instructions. There are no subordinate ANG Safety Programs.

3.3. **(Change to Read) (ANG).** Assessments below wing/group level are optional for ANG units.

\* 3.4. **(Added) (ANG).** ANG units should submit written requests to ANG/SE.

### Chapter 4

4.3.3. **(Added) (ANG).** Additional Duty Safety Representatives (ADSR) should coordinate the HR process with their supporting GSM/safety office.

\* 4.3.7. **(Change to Read) (ANG).** All hazards with an assigned RAC 1, 2, or 3 that require two scheduled UTA weekends or 30 calendar days, whichever is longer, to correct from the date it is identified will be entered into the installation formal hazard abatement program using AF Form 3, Hazard Abatement Plan. Forward one copy of AF Form 3 to ANG/SE not later than 1 September of each year. AF Forms 3 may be submitted sooner if ANG/SE assistance is needed to correct the hazard. HRs that generate an AF Form 3 may be closed, and corrective action monitored through the hazard abatement program. See AFI 91-301 for further action required for AF Form 3 processing.

4.4.2. **(Change to Read) (ANG).** The safety office sends reports on hazards that cannot be corrected at the local level to the ANG/SE.

## Chapter 5

\* 5.5. **(Deleted) (ANG).** Not applicable to the ANG. Mishap analysis and rate information is available for individual unit's use from the AFSC and/or the ANG/SE.

## Chapter 6

\* 6.2. **(Change to Read) (ANG).** For Additional Duty Representatives (ADSR). See chapter 2 for training requirements.

\* 6.3.1. **(Change Bullet to Read) (ANG).** ANG Safety Program Management Course. WCIP05K. Provides safety program management training for ANG operations.

6.3.3. **(Added to End of Bullet 2) (ANG).** Full time GSMs may attend the ANG ESO course instead of the formal AETC course.

## Chapter 7

7.1. **(Added) (ANG).** In ANG units, the Chief of Safety is responsible for implementation of the commander's flight safety program. If applicable, ANG unit Chiefs of Safety should coordinate their flying safety programs with other tenant and/or host units.

7.1.1. **(Deleted) (ANG).** Not applicable to the ANG.

7.1.2. **(Deleted) (ANG).** Not applicable to the ANG.

7.2., 7.2.1., 7.2.2., 7.2.3. **(Deleted) (ANG).** Not applicable to the ANG.

7.3. **(Change to Read) (ANG).** The Chief of Safety monitors flight-related facilities or operations as part of a continuous quality-improvement program. The following lists may be used as a guide:

7.4. **(Change to Read) (ANG).** The Chief of Safety reviews and helps develop plans and procedures for handling problems involving aircraft emergencies. If applicable, areas of review may include:

7.5. **(Change to Read) (ANG).** The Chief of Safety works closely with maintenance personnel to ensure continuous quality improvement. Suggested maintenance areas for monitoring may include:

\* 7.5. **(Change Last Bullet to Read).** Ground engine-run/taxi training procedures.

7.6. **(Change to Read) (ANG).** ANG personnel selected for a mishap investigation will receive a briefing from ANG/SE or the unit Chief of Safety prior to departing for mishap investigation board duties. This briefing will include board duties IAW draft AFPAM 91-211, (formerly AFPAM 27-1V1, V2, & V3). Contact ANG/SE to provide resources

to allow for ANG personnel participation. Unit level briefing guides are not required. Positions and qualification requirements are in AFI 91-204, as supplemented.

7.9. **(Change to Read) (ANG).** The Chief of Safety will monitor airfield maintenance and major construction projects when they affect unit operations. Some areas of concern may be:

\* 7.10. **(Change to Read) (ANG).** The Chief of Safety will develop a MACA program tailored to meet local needs. Some areas for consideration may be:

\* 7.11.1.3. **(Change Bullet 1 to Read) (ANG).** The Chief of Safety will develop a BASH program tailored to meet local needs.

\* 7.11.1.3. **(Bullet 2) (ANG).** Not applicable to the ANG.

\* 7.11.1.3. **(Bullet 3) (ANG).** Not applicable to the ANG.

\* 7.11.2. **(Change First Three Sentences to Read) (ANG).** The Chief of Safety will develop a BASH program tailored to meet local unit needs.

\* 7.11.2.1. **(Change to Read) (ANG).** When applicable, the Chief of Safety will coordinate with appropriate agencies to mitigate any potential wildlife hazards.

7.12. **(Change to Read) (ANG).** The Chief of Safety (or his designated representative) should attend the following meetings (if applicable):

- Air Traffic Control Board Meetings.
- Foreign Object Damage Prevention Meetings.
- Standardization/Evaluation and Training Review Meetings.

## Chapter 8

8.2. **(Change Bullet 2 to Read) (ANG).** Manage the US Air Force base ground safety program, including occupational safety, industrial safety, contractual safety, sports and recreation and traffic safety.

\* 8.2. **(Change Bullet 9 to Read) (ANG).** Assist tenants and GSUs with ground mishap reporting as required; assign installation mishap control numbers.

\* 8.3.3. **(Added) (ANG).** GSUs will be provided the following support by ANG units with full-time safety staffs:

\* 8.3.3.1. Report and monitor all injuries and mishaps as required.

\* 8.3.3.2. Distribute any pertinent safety information received from ANG/SE to GSUs and State Headquarters.

\* 8.3.3.3. Upon request, assist the assigned 1S0X1 with facilities inspections. Perform annual inspections for units without an assigned 1S0X1.

\* 8.3.3.4. Upon request, provide task qualification training for traditional guardsmen 1S0X1.

\* 8.3.3.5. Upon request, provide support and assistance for training in programs as lockout/tagout, confined spaces, etc.

\* 8.3.3.6. Ensure all assigned safety personnel are certified to conduct inspections.

\* 8.3.3.7. Upon request, provide assistance in preparing and submitting requests for variance to OSHA or AFOSH standards.

\* 8.3.3.8. Assist in all elements of the hazard abatement program as required.

## Chapter 9

9.3.7. **(Change to Read) (ANG).** Units participate, as appropriate, in SSGs and SSWGs to identify risks and hazards.

\* 9.3.7. **(Bullets 1 through 4) (ANG).** Not applicable to the ANG.

## Chapter 10

\* 10.2.1. **(Change Bullet 6 to Read) (ANG).** Maintain and annually review an explosives location map, developed jointly by operations, logistics, civil engineering. The map is the responsibility of the host unit. The aircraft parking plan may be combined with the explosives location map. Submit two copies of the maps to ANG/SEW and update as changes occur. Where applicable, the base explosives location map must include:

10.2.2. **(Added to Bullet 1) (ANG).** The unit safety office is the OPR for all explosive site plans.

\* 10.2.3. **(Change to Read) (ANG).** At a minimum, weapons systems safety personnel will inspect the following areas (as applicable):

10.3. **(Added) (ANG).** The ANG missile safety program for air-launched missiles such as the AIM-7, AIM-9, AIM-120, and AGM-65 will be integrated into the weapons safety program.

\* 10.4. Not applicable to the ANG.

\* 10.6. **(Change Sentence 1 to Read) (ANG).** Tenant ANG units will support the host base weapon safety program, including the use of standardized weapon safety training programs, if applicable.

## Chapter 11

\* Chapter 11. Not applicable to the ANG.

\* Attachment 1 - Retain as written except delete GSU, NCO and NGB.

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